Implementation Guide

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Implementation Guide

Overview

The purpose of this section is to assist Recipient Financial Management System (RFMS) Schools, Third Party Servicers, and Software Vendors with implementing the system changes for the 2000–2001 RFMS Program. This section describes each 2000–2001 RFMS modification and is a companion to the record layouts and edits contained in Section 1, <u>Custom Layouts</u> and Appendix D: <u>Reject Codes, Error Messages, and Edit Descriptions</u>. Questions pertaining to this section should be directed to RFMS Customer Service at 800/4PGRANT (or 800/474-7268).

An overview of the 2000–2001 RFMS modifications is provided in "*2000–2001 Modifications at a Glance*" (see Exhibit 2-1: <u>2000-2001 Modifications at a Glance</u>).

To help users understand the new guidelines, the modifications have been classified into five specific functional areas:

- Batches
- Origination Records
- Disbursement Records
- Special Disbursement Records
- Data Requests

Within each functional area, individual modifications are described and discussed. This discussion includes the business rules for implementation.

If you have questions regarding the material in this section, please call RFMS between the hours of 8:00 a.m. and 8:00 p.m. (ET).

800/474-7268

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2000–2001 Modifications at a Glance

A matrix of the modifications made for the 2000–2001 cycle (shown below in Exhibit 2-1) has been included. We hope this matrix serves as a quick reference for 2000–2001 changes.

2000–2001 Modifications	New Process/ Procedure	New or Redefined Edit(s)	Redesign Record Layout	New or Redefined Field(s)	Eliminate Fields & Reject Codes
1. Cartridge and Reel are no longer acceptable media types.		X		X	X
2. Edit 216 Grantee DUNS Number is a warning, not a reject.		X			
3. Edit 239 was added to check for the EDExpress version number.		X			
4. Edit 418 was modified to select disbursement records with a disbursement amount greater than 50% of the Scheduled Award amount.		X			
5. **"Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record"** field was added to the special disbursement record.		X	X	X	

2000–2001 Modifications at a Glance (Continued)

2000–2001 Modifications	New Process/ Procedure	New or Redefined Edit(s)	Redesign Record Layout	New or Redefined Field(s)	Eliminate Fields & Reject Codes
6. Edit 532 was modified to select special disbursement records with a disbursement amount greater than the Origination Award Amount or greater than 50% of the Scheduled Award amount.		X			
7. Edits 550 and 552 added for the **"Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record"** field.		X		X	
8. Batch Replacement no longer a Data Request option.			X		
9. **Origination ID** added to the YTD Request.	X	X	X		

Batches

Cartridge and Reel are no longer acceptable media types.

2000–2001 Modification

Description: The **Output Media Type** will only allow a value of blank or E starting in the 2000–2001 cycle. Due to the very low volume of data received and sent on cartridge or reel, these media types will no longer be accepted by RFMS.

The **Output Media Type** is used on the Batch Header record and in the Data Request record to notify RFMS which media type should be used to return the output data. The institution could request the data by Cartridge, Reel, or Electronic means. The number of institutions and servicers using Cartridge or Reel has been decreasing over the years. Due to this the Cartridge and Reel options are being removed and all data will be sent and received electronically.

Business Rules

- All batches for years prior to 2000–2001 will be allowed to request and use the Cartridge and Reel output media types.
- Starting in 2000–2001 the only valid values will be E or blank. The blank will be defaulted to Electronic.
- On the Grant Batch Header, if a value other than E or blank is used, the batch will receive Edit 235, which is a warning edit.
- On the Data Request record, if a value other than E or blank is used, the request will receive edit 603, which is a rejected edit.

Edit 239 was added to check for the EDExpress version number.

2000-2001 Modification

Description: A new batch edit was added to check the EDExpress version number in the Batch Header record. This edit is only performed if there is data in the **Version Number** field of the header record. If the version number in the header does not match the version number at RFMS, the batch receives Edit 239. Edit 239 is a warning edit.

The EDExpress version number in the header is being checked to determine if the most recent version of the EDExpress software is being used by the school. Schools are recommended to use the most recent version to take advantage of enhancements and corrections made to the software.

Business Rules

- All batches for years prior to 2000–2001 will not be checked for the most recent version number.

- If the **Version Number** field in the Batch Header record is blank then no edit will be performed.

Disbursements

Edit 418 was modified to select disbursement records with a disbursement amount great than 50% of the Scheduled Award amount.

2000-2001 Modification

<u>Description</u>: Edit 418 now edits for the following conditions:

- The **Verification Status** on the Origination Record is a 'W,' and
- The **Disbursement Amount** is greater than 50% of the **Scheduled Award Amount**.

This change will apply to all cycles.

In the 1999–2000 cycle Edit 418 selected disbursement records with a **Disbursement Amount** greater than 50% of the **Origination Award Amount**, and whose origination record has a **Verification Status** of 'W.' This edit is being modified to use the **Scheduled Award Amount**.

Business Rules

- This edit will be modified for the 1999–2000 and the 2000–2001 cycles.
- Edit 418 is a warning edit.
- If this edit is meet then the **Accepted Disbursement Amount** will be corrected to the lesser of either the **Origination Award Amount** or 50% of the **Scheduled Award Amount**.

Special Disbursements

"Total Funds Disbursed for This Payment Period Using a Regular Disbursement Record" field added to the special disbursement record.

2000-2001 Modification

Description: A new field is being added to the Special Disbursement Record and the Special Disbursement Acknowledgement record. The field is **Total Funds Disbursed for this Payment Period using a Regular Disbursement Record**. The value in the field will be total Federal Pell Grant funds disbursed to student for this payment period previously reported as disbursed via a regular disbursement record.

The **Total Funds Disbursed for this Payment Period using a Regular Disbursement** record is a new field being added in 2000–2001. This field will allow a school to enter the amount of Pell Grant that has already been disbursed for the student for the payment period using a regular disbursement record. This field will help to ensure that a student does not receive more than the maximum Pell Grant allowed for a payment period.

Business Rules

- The field will not be used for the 1999–2000 data.
- The valid values for the field are dollars and cents. Use leading zeros; the valid range is 0000000 - Award Amount Maximum.
- The field will be in position 103 to 109 of the Special Disbursement and the Special Disbursement Acknowledgement record layouts.
- The value must be less than or equal to total disbursements received for student.
- Edits 550 and 552 are being added to determine if value in the field is valid.

Edit 532 was modified to select special disbursement records with a Disbursement Amount greater than the Origination Award Amount or greater than 50% of the Scheduled Award Amount.

2000-2001 Modification

Description: Edit 532 now edits for the following conditions. The **Verification Status** on the Origination Record is a 'W', and the **Disbursement Amount** is greater than the **Origination Award Amount** or greater than 50% of the **Scheduled Award Amount**. This change will apply to all cycles.

In the 1999–2000 cycle Edit 532 selected special disbursement records with a **Disbursement Amount** greater than 50% of the **Origination Award Amount**, and whose origination record has a **Verification Status** of 'W.' This edit is being modified to use the **Scheduled Award Amount** and the **Origination Award Amount**.

Business Rules

- This edit will be modified for the 1999–2000 and the 2000–2001 cycles.
- Edit 532 is a warning edit.
- If this edit is meet then the **Accepted Disbursement Amount** will be corrected to the lesser of either the **Origination Award Amount** or 50% of the **Scheduled Award Amount**.

Edits 550 and 552 added for the "Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record" field.

2000-2001 Modification

Description: Two edits were added for the Special Disbursement record to determine if the **Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record** contains a valid value. The edits are 550 and 552:

- 550 will reject the record if the **Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record** is not numeric.

- 552 will issue a warning and correct the **Amount of Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record** is greater than the **Amount of Regular Disbursements Accepted for the Origination Record**.

These edits are new for the 2000–2001 cycle since the **Total Funds Disbursed for this Payment Period Using a Regular Disbursement Record** is a new field this year. These edits will ensure that only valid data is processed by the RFMS.

Business Rules
- These edits will not be performed in the 1999–2000 cycle.
- Edit 550 is a reject edit. Edit 552 is a warning edit.
- If the edits are selected the edit code will be returned on the Special Disbursement record layout.
- If the field is left blank on the Special Disbursement record it will be selected by edit 550.

Data Requests

Batch Replacement no longer a Data Request option.

2000-2001 Modification

Description: The Batch Replacement option on the Data Request will no longer be available. The only Data Request options available will be Year-to-Date (YTD), Multiple Reporting Record (MRR), and Statement of Account (SOA).

The Batch Replacement option is being removed because RFMS true batch could not be regenerated if any of the records were rejected because RFMS does not keep rejected records. RFMS could only generate the accepted and corrected records for a batch.

Business Rules

- Batch Replacement will be a valid option for the 1999–2000 cycle and not available in the 2000–2001 cycle.
- If a Data Request is sent in for the 2000–2001 cycle with the Batch Replacement option it will be rejected by edit 602.

Origination ID added to the YTD Request.

2000-2001 Modification

Description: A Year-to-Date (YTD) Request can not be done for a single student by specifying the origination ID on the YTD request. In addition, a YTD Request can still be performed for an institution.

By adding the ability to perform a YTD request for a single student this allows a school to request a small amount of data instead of all of the Origination, Disbursement and Special Disbursement data for the institution.

Business Rules

- The Origination ID was added to positions 54–76 on the Data Request Record, and positions 54–76 on the Data Request Acknowledgement record.
- If the Origination ID requested is invalid or not found on the RFMS database, the request will be rejected.
- If the Origination ID is blank the request will be processed for the all of the data of the institution.